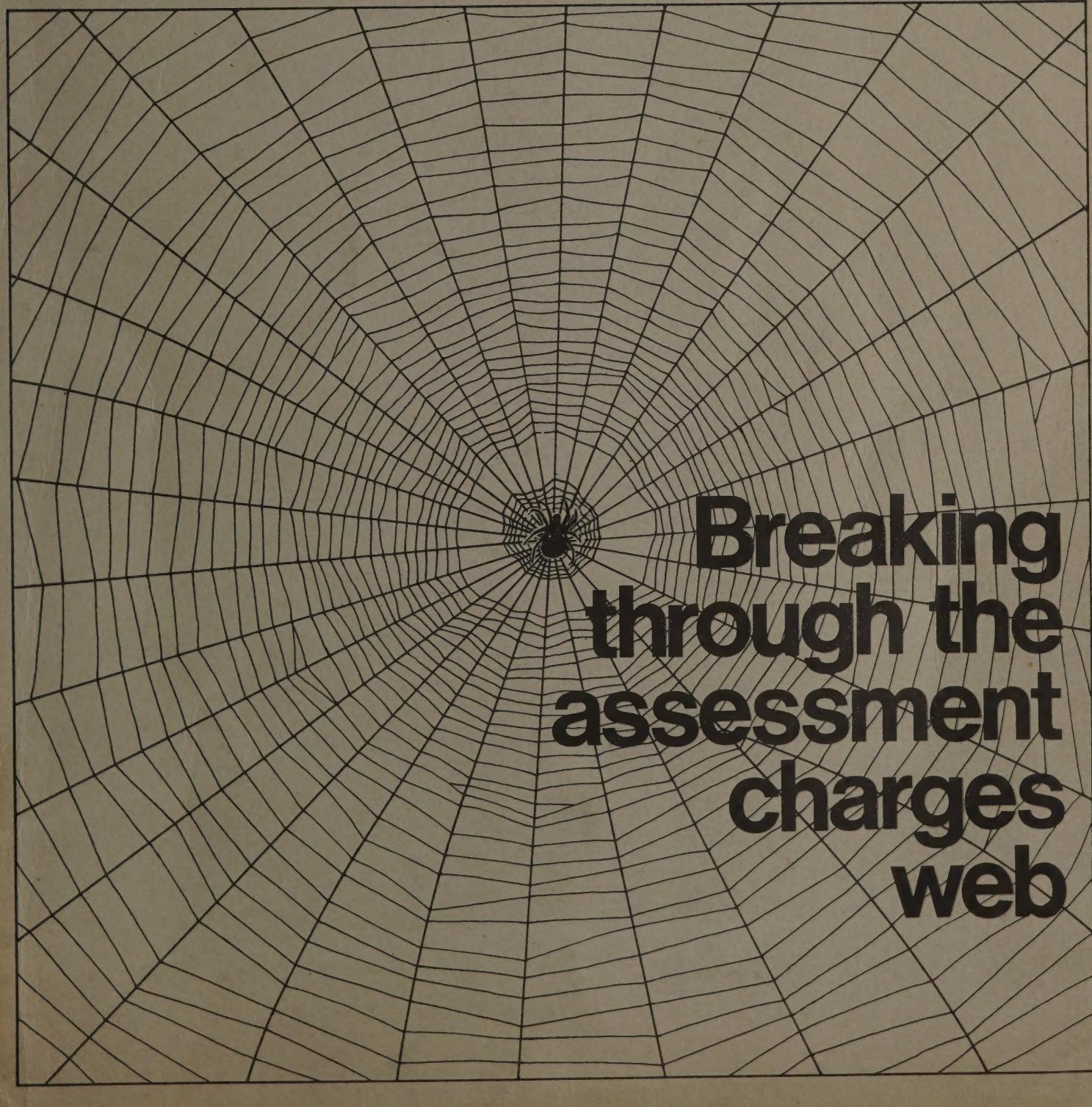


Report by The London Borough of Hammersmith



**Breaking
through the
assessment
charges
web**



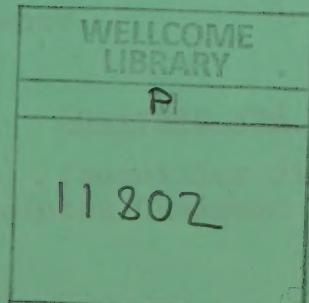
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LONDON BOROUGH OF HAMMERSMITH

REPORT
OF WORKING PARTY
ON ASSESSMENT CHARGES

THE WORKING PARTY

1.1 Terms of Reference

The Working Party was set up in accordance with Standing Order No. 64 following the Borough Treasurer and Director of Financial Services' report on assessment scales, dated 7 March 1972. The Working Party was asked to report on the following matters:-

- 1.1.2. Extent to which assessment scales were required.
- 1.1.3. Information required for assessment scales.
- 1.1.4. Standardisation of scales and modification, where necessary, bearing in mind the effect of other assessment scales on an individual.
- 1.1.5. Establishment of centralised index.
- 1.1.6. Publicity.

1.2. Membership

Membership of the Working Party was comprised of representatives from each of the above Committees, as follows:-

<u>Committee</u>	<u>Members</u>
Health and Environment	Councillors Stanley and Mrs. Clarke.
Social Services	Councillors Mrs. Liardet and Hudson, Alderman Leishman, M.A.
Finance	Councillors Stead, Evans, Green Alderman Leishman, M.A.

1.3. Chairman and Vice-Chairman

Councillor Stead and Councillor Mrs. Clarke were appointed Chairman and Vice-Chairman respectively.

2. CONSIDERATIONS

2.1. At all times the Working Party had worked against the background of

- 2.1.1. Present total income of the Council to be level if possible.
- 2.1.2. The avoidance of poverty traps.
- 2.1.3. Retention of a reasonable amount of "surplus" income by the applicant.
- 2.1.4. Simplification of administration.
- 2.1.5. That there were 5,300 Council tenants in receipt of rent rebates, representing approximately 40% of the total.
- 2.1.6. The increase in information available to the Council with the introduction of rent allowances for tenants of private furnished and unfurnished accommodation the number of which was estimated at 11,000 and 35,000 respectively. The Officers can find no satisfactory basis on which to suggest what the theoretical take-up in the private sector might be.

3. DEFINITIONS

3.1. Needs Allowance - the amount worked out to take account of the basic needs of a tenant and other members of his family which will, from October 1973, amount to £18.25p per week for a married couple or single person with dependant child. In addition an allowance is made for each dependant child, irrespective of age, of £2.75p. per week.

3.2. Net available income - The amount remaining for assessment purposes after deducting from gross income (as defined under Housing Finance Act 1972) less the statutory needs allowance.

3.3. Surplus Income - That amount of the net available income after payment of the assessed charge (which the Working Party considered should not be less than 65% of net available income).

3.4. Poverty Trap - occurs when, in the operation of the scale of charges, a rise in income would leave the applicant with a lesser surplus income, e.g.

<u>Available Income</u>	<u>Assessed Charge</u>	<u>Surplus Income</u>
£1.99	25p.	£1.74
£2.01	50p.	£1.51

3.5. Lodger's Income - includes contribution made by son, daughter or other person in residence towards the running costs of the home.

4. LONDON BOROUGHHS ASSOCIATION

4.1. In 1967 the London Boroughs Association had issued their own proposals, designed to give advice and guidance to the health and social services. These were updated in 1969.

4.2. Soon after the setting up of this Working Party, each constituent authority was asked for their comments with a view to a further revision being made of the LBA's proposals for existing assessment scales and procedures.

4.3. The current proposals appeared to the Working Party to be a mere updating of the original proposals which simply perpetuated many complications and anomalies. The London Boroughs Association was informed that it was regretted that the opportunity had not been taken to use the statutory rent allowance assessment procedure as a starting point for other assessments, or to consider an entirely new concept in assessment scales arising from the introduction of private rent applicants.

5. CURRENT ASSESSMENT PROCEDURES

5.1. In order that the Working Party could be made fully aware of the current position, the various types of assessments and how they operated were produced in schedule form. There were a total of seventeen different scales, local or national operating. Having regard to the existing duplication in the use of services and its likely growth, it appeared important to standardise the scales, not only for the convenience of applicants but also to cut out unnecessary administrative work, to release senior staff from tedious work and to eradicate the necessity to trouble the applicant for detailed information on outgoings. Many of the differences in the existing scales appeared to be quite unnecessary and merely reflected past practices.

5.2. From this schedule it was evident that there was a great deal of inconsistency in arriving at assessments. These differences were particularly apparent with regard to:-

5.2.1. Treatment of capital

5.2.2. Use of gross or net income

5.2.3. Allowable deductions in arriving at available income.

5.2.4. Income from lodgers.

5.3. The Working Party considered a further analysis of the existing schemes, together with reasons for the variations, and examined methods of amending the schemes.

5.4. The existing schemes were compared with the supplementary benefits scheme but little could be deduced from this as the reasoning and facts behind some of the national scales were not available.

5.5. As the investigation continued it was apparent that there were certain anomalies within the current procedures. These included

- 5.5.1. Various methods at arriving at available income dependent upon the assessment scale for a particular service.
- 5.5.2. Lack of uniformity in the amount of available income appropriated.
- 5.5.3. Creation of poverty traps.

6. ASSESSMENTS - DESIRABILITY AND NEED

6.1. General Comments

The Working Party considered which services warranted an assessment procedure, bearing in mind the administrative cost in relation to the income received.

In some cases it was found that the estimated cost of administration exceeded the income received. Whilst appreciating that the removal of assessment scales could stimulate a higher demand and cost to the Council, this approach could be justified whereas the present administrative costs exceeding income could not be justified.

6.2. Assessments considered unnecessary

It was considered unnecessary for the reasons stated to operate an assessment system in the following services:-

6.2.1. Portable Home Aids and Gadgets

These articles were at present free on loan and it was not considered desirable to recommend any change in Council policy. It is recommended, therefore, that there be no change in procedure in respect of this service.

6.2.2. Holidays for the Elderly, Handicapped and Blind

Examination of this service showed that during 1972 holidays were provided for 423 elderly persons and of these only 94 paid more than the minimum charge.

With regard to Handicapped and Blind persons 85% of all those benefitting are in receipt of social security benefits. The 1973/74 estimates provide for a maximum of 250 holidays for handicapped or blind persons.

6.2.3. The current basis of charge, operative from October 1972, was £5.40 per person per week. This amount was arrived at by deducting the statutory amount to be retained by persons in residential homes from the basic old age pension allowance.

6.2.4. Payments in excess of the minimum were calculated on the capital resources of the individual.

Transport costs were payable by persons assessed to pay the full charge, although there was no contribution towards transport in any other cases.

6.2.5. The Working Party felt that the present assessment places an undue emphasis on the small amount of capital available and is also unfair in requiring full cost of transport in one type of case without any payment from all other classes.

6.2.6. The net available income for rent allowance purposes was considered as a basis of charge but it was apparent that when the statutory needs allowance was applied the majority of applicants had NIL net available income.

6.2.7. It is recommended that no assessment for holidays for the Elderly, Handicapped and Blind, be undertaken but that the charge should be the amount arrived at by deducting the statutory amount to be retained by persons in residential homes from the basic old age pension allowance appertaining at the time. To this sum should be added 80p per person per week as a contribution towards cost of transport. If this method of charge had applied in 1972 there would have been a loss in Council income of approximately £450.

6.3. Recuperative Holidays

6.3.1. The intention of these holidays was to relieve stress and strain.

6.3.2. In 1972 recuperative holidays were provided for 190 persons of whom 170 were NIL assessments. No charge was made for supplementary benefit cases.

6.3.3. The total assessed income for this service in 1973/74 has been estimated at £310 and it was therefore deduced that the administrative work involved in assessing, collecting and accounting for this money costs more than the income received.

6.3.4. It is recommended that the present scales be abolished and that no further charges be made for recuperative holidays.

ASSESSMENTS

Not suitable for comprehensive procedure7.1. Fixed Home Aids and Works of Adaptation

7.1.1. Each case was considered individually and the charge did not have any co-relation with available income as calculated under the rent allowance scheme.

7.1.2. The Council had recently agreed there should be no charge if the home aid costs less than £30. For these reasons it is recommended that the present method of assessment be maintained.

7.2. TB Care and After Care

The present procedure enables patients in receipt of social security to receive the extra nourishment without cost. At the moment there were 53 such cases within the Borough.

7.2.1. Where the available income was in excess of the basic social security allowance the recipient paid the full cost.

7.2.2. The Working Party was made aware that a supplement from the Department of Health and Social Security could be given in all appropriate cases without regard to the provision of the extra nourishment by the Council.

7.2.3. It was clear that all patients now receiving extra nourishment had been doing so for some years; many were elderly. These recommendations were now subject to annual review and it was anticipated that the numbers receiving assistance would diminish. There were few new cases as most patients when discharged from hospital were able to return to work within 2/3 weeks. In all the circumstances it is recommended that no change be made in the criteria for deciding whether extra nourishment should be provided at the Council expense.

7.2.4. This service would be transferred to the new Area Health Board on 1 April 1974.

7.3. Creches

The total estimated income for this service in 1973/74 was £784. The present method of charging provided for:-

7.3.1. Free service if the mother was attending a centre or hospital for health reasons, irrespective of means.

7.3.2. In all other cases a flat rate charge was made except that the free service was provided if the income was below the basic Department of Health and Social Security subsistence scale plus 15%.

7.3.3. Generally for other user the full charge of 17p persession was paid and no assessment was necessary. There would appear to be little point in substituting anything more elaborate.

7.3.4. It is recommended that the present method of charging be retained.

7.3.5. This service would also be transferred to the new Area Health Board on 1 April 1974.

Statutory (or where such provisions applied)

7.4. Welfare Homes

Statutory provisions and the peculiarities of the service made it necessary to treat the assessments separately from other assessment schemes.

It is recommended, that the present procedure for assessing charges for residents of welfare homes be retained.

7.5. T.B. Hostels

Statutory provisions also applied in this case. In addition there is a tripartite agreement involving Lambeth, Islington and Hammersmith.

7.5.1. This service would be transferred to the New Area Health Board on 1 April 1974.

7.6. Mental After-Care

These were special cases and did not lend themselves to a comprehensive procedure.

It is recommended that the present assessment procedure be retained.

8. ASSESSMENTS - SUITABLE FOR COMPREHENSIVE PROCEDURE

8.1. It was thought that the following services where most assessments arose would be suitable for a comprehensive procedure.

<u>Service</u>	<u>No. of Assessments at February 1972</u>
Day Nursery	381
Home Helps	1944
Children in Care	510

These were the numbers in assessment at a given date but the number of actual assessments made during the year would be considerably in excess of these numbers because of the incidence of old and new cases during the year.

8.2. It is estimated that during this year there would be a total of 5,500 assessments in respect of these three services.

Taking the assessments in operation at February 1972 it was apparent that 14% of Day Nurseries recipients were also assessed for other purposes.

17% of Home Help recipients were also assessed for other purposes.

5% of Children in Care cases were also assessed for other purposes.

8.3. Consideration was also given to the inclusion of Holidays for the Elderly in this procedure but was rejected for the reasons set out in para. 6.2.2.

9. COMPREHENSIVE ASSESSMENT PROCEDURE

9.1. The Working Party's objectives were to achieve

9.1.1. A common basis for calculating net available income.

9.1.2. A uniform appropriation of net available income.

9.1.3. A common type of application form to cut down administrative costs and to minimise the need to refer back to the applicant where other services were requested.

9.1.4. A single assessment procedure under which it would be easier to identify additional services for which the applicant might be eligible.

Methods Considered

9.2. The Working Party came to the conclusion that it was convenient to use the needs allowance for rent allowance purposes as a basis for other assessments, wherever possible.

9.3. It was also convenient to use the net available income for rent allowance purposes as investigation into multiple use of services, rebates, etc. at February 1972 showed that 160 rate rebate cases and 95 rent rebate cases were also being assessed for social services purposes.

9.4. Separate scales were produced using the net available income for rent allowance purposes and applied to sample cases of Home Help, Day Nursery and Children in Care assessments.

9.5. It was found that, in order to meet the requirement of maintaining current income to the Council, varying percentages of appropriation of available income had to be applied relative to the class of service required, e.g.

Home Help	30 to 65%
Day Nursery	25%
Children in Care	20 to 30%

9.6. In addition to these percentages of appropriation, consideration was given to a minimum charge for each service. As the full needs allowance for each child was taken into account in determining the net available income, it was considered that, in the case of Day Nurseries, the applicant should make a contribution towards the food etc. provided, in addition to an assessed charge. The minimum charge under the existing Day Nursery scale is 13p.

It is recommended that a basic charge of 15p. per child per day be added to the assessed charge based on net available income.

9.7. The London Borough Association indicated that, on administrative grounds, a minimum collectible sum should be in the order of 15p.

9.8. There was no indication of the period which this minimum charge was intended to cover but there was no reason why a lower figure than 15p per week could not be assessed and collected at less frequent intervals. In the event of any hardships being caused the appropriate officers would exercise their discretionary powers.

9.9. Having regard to the number of rent rebates and rent allowances and to the potential growth in the latter field, it appeared likely that in the future the income details of a large number of social service users would be already available to the Council. It was felt to be undesirable to ask applicants for details of income more frequently than was necessary - particularly as the Council could make use of rent rebate and allowance applications in many cases.

10. USE OF MULTIPLE SERVICE

10.1. Having accepted the net available income as calculated for rent allowance purposes as the basis of assessing the amount to be paid, it was necessary to determine the proportion and maximum appropriation.

10.2. The Working Party considered that the percentage of appropriation should be increased with the rise in available income but that there should be a limit of appropriation to 35%, so that increases were not treated penalily.

10.3. When considering payments by users of more than one service, it became apparent that the differing percentages of appropriation and methods of arriving at available income were inequitable. Cases which gave rise to difficulty would be dealt with by the appropriate officers on an 'as hoc' basis.

10.4. The situation, however, gave rise to the question as to why constant appropriation could not be applied irrespective of the service or services being provided. It was decided therefore that a method of constant appropriation should be applied.

11. BASIS OF NEW COMPREHENSIVE PROCEDURE

The Working Party considered that a comprehensive scale should be applied to the three major services and that the scale should be based on the following:-

11.1. Net available income as calculated for rent allowance purposes i.e. apply standard needs allowance which avoids inconsistency in deductions from gross income and for unnecessary questioning of applicants, concerning many minor items of personal expenditure.

11.2. Minimum appropriation should be 25% of net available income, in order to maintain so far as possible the same level of income to the Council.

11.3. Maximum appropriation should be the full cost of the services provided or not more than 35% of available income, whichever is the lesser. It was considered that any appropriation beyond this figure would be penal.

11.4. To avoid poverty traps the appropriation throughout the scale should be applied pro rata to the increase in income, i.e. by small graduations. This overcame the problem set out in 3.4., so that following a re-assessment because of a larger net available income, an applicant is not faced with a lesser real income.

11.5. Net available income would be taken into account once only, irrespective of the number of service(s) provided, unless the relevant maximum percentage appropriation has not been reached.

11.6. The highest recovery should be made from those most able to pay.

11.7. Persons in receipt of either supplementary benefit or family income supplement should be assessed as nil. For those services where statutory benefits include an amount applicable to any part of a service provided by a local authority there should be a minimum charge of that amount.

12. PROPOSED COMPOSITE SCALE

12.1. The attached Appendix A sets out the maximum appropriation from available income.

As could be seen, the percentage of appropriation begins at 25% and reached 35% on the sixth available pound. This rate of appropriation was then maintained on each succeeding pound.

13. EFFECTS ON INDIVIDUAL SERVICES

13.1. Special consideration was given to Home Help cases. The present scale for home help was very complex and had regard to a wide range of income appropriations and to the number of hours of service received. It was felt that many of the complications were unnecessary and that basically the applicant should be assessed according to his ability to pay rather than to the degree of service required, subject to the maximum charge not being exceeded.

13.2. The assessed charges in respect of Children in Care were limited to the appropriate Boarding Out Rates paid by the Council (Children and Young Persons Act 1969).

13.3. The same basic principle could be applied to Day Nursery assessments but owing to the daily use of the service and the need for a daily minimum charge of 15p. it was necessary to operate a separate scale. This scale is shown in Appendix B.

13.4. The daily rate applies to one child and, in the event of there being more than one child from a family receiving the Day Nursery service a sum of 15p would be added for each subsequent child, subject to the maximum not being exceeded.

13.5. It is recommended that Scales A and B be adopted.

14. FINANCIAL EFFECT OF THESE PROPOSALS

14.1. During the discussions it was announced that the needs allowance under the statutory rent allowance scheme would be increased by £3.50 with effect from 28 April 1973. This increase would apply to a single person, a married couple, and single person with dependant.

14.2. The effect of this increase would be to decrease the net available income for assessment purposes and therefore, in the absence of any compensating factor such as increase in applicants' income, the income to the Council would be reduced. It was hoped that any future revision of the needs allowance would be incorporated into the proposals automatically.

14.3. Thus, without departing from the basis as set out in paragraph 12 it was impossible to maintain the Council income at its present level.

14.4. Because of the exceptional nature of the increased needs allowance the possibility of ignoring it altogether or alternatively introducing it in annual stages of £1 was considered.

14.5. It was felt, however, that it would be wrong to depart from the principle of assessing on available income which had been arrived at after taking into account what was considered nationally to be basic needs allowances. In addition, there would be increases in personal incomes, so that gradually, the effect of the extra needs allowance will be eroded.

14.6. For these reasons it was decided to calculate the assessments on the basis of the full revised needs allowances.

14.7. To consider the effect of the proposed scales, a random sample of between 10 and 15% of assessed applicants for each type of service was taken.

Accepting these samples as representatives of the whole, the estimated effect on income in a full year, if the proposals were accepted, would be:-

<u>Service</u>	<u>Increase</u> £	<u>Decrease</u> £
Home Helps		2,800
Children in Care	1,400	
Day Nursery		2,200

A net estimated loss of £3,600.

14.8. In considering these figures, regard must be had to

14.8.1. Increased charges on Children in Care might prove to be not collectible.

14.8.2. Net available income has been based on returns of income which in some cases relate back to the middle of 1972, whilst the needs allowance is operative from 28 April 1973.

14.9. In future reviews the Working Party were of the opinion that the maximum charges should be as far as possible related realistically to costs and that there should be a built in review of the composite assessments scale. Such a review would consider the adequacy of the needs allowance and the net available income calculations.

15. APPLICATION OF INCOME IN CASES OF MULTI-ASSESSMENT

After considering the difficulties arising from people using more than one social service, the Working Party recommends that

15.1. Where the Home Help service was provided this shall be taken, in all cases, as the first service. If the maximum appropriation had not been exceeded, any balance should be applied to any other service(s).

15.2. Where Children in Care and Day Nursery services were being provided, the prior charge should be for Children in Care. In the event of the scale charge being paid and further income still being available, the balance should be used in assessing the Day Nursery charge.

15.3. Where, however, there was a minimum charge as in the case of Day Nurseries, this should always apply irrespective of net available income.

15.4. Holidays for the Elderly should be paid for in addition to other assessed charges. This recommendation is put forward on the basis that full board and lodging was being provided whilst full social security benefits were being received.

16. RECOVERY OF FULL COST

16.1. The Working Party considered that where they were able, recipients should pay for the basic cost of the home help service excluding overheads, such as travelling time. This would result in an increase in the maximum charge from 48p. at present to 65p. per hour on 1973/74 costs.

16.2. For Day Nurseries the present maximum charge was £1.75 per day per child, whilst the estimated full daily cost of maintaining a child in a Day Nursery had been calculated at £2.39. The maximum daily charge using the recommended inter-authority formula would be £2.20. The Working Party recommend that this formula be the basis for calculating the appropriate charge.

16.3. The level of charges was outside the terms of reference of this Working Party but the above points have been made in order that the Service Committee might wish to make a note of them for further consideration when charges were being reviewed.

17. CENTRALISED INDEX

17.1. It was thought that the centralisation of information would not provide any administrative saving unless there was a standard method of arriving at net available income for assessment purposes. With the proposals for a comprehensive assessment scheme for the three major services, a computer-based centralised index was examined.

17.2. It was felt that, subject to strict preservation of confidentiality, the fullest use should be made of the computer facilities and assessment information. The main reasons for maintaining a centralised index would be summarised as follows:-

- 17.2.1. Avoidance of repetitive requests to both applicants and employers concerning income and verification thereof. This applied not only at the time of application for a service but at the times of automatic review of assessments.
- 17.2.2. An immediate means of knowing which other services were being used would be provided.
- 17.2.3. The provision of statistical information to show multiple use of the services and additionally to indicate cases where it would appear that members of the public were not receiving all the financial assistance to which they might be entitled. (This could be used not only to indicate that people receiving rent rebates and allowances might be entitled to reduced social service charges but vice versa).

17.3. With regard to para. 17.2.3., the centralised index would provide a means of reaching these people where ordinary publicity methods would fail.

17.4. The Working Party considered the administrative arrangements and also the liaison required between the Social Services and Borough Treasurer and Director of Financial Services Departments and were satisfied that a centralised index could be established.

17.5. The possibility of including on the notices of rent allowance the net available income for assessment purposes was given serious thought. The advantage of this would be to enable a new applicant of a social service to produce this notice to enable an on-the-spot assessment to be made. Although this information could be shown in code form it was felt that, before long, it would become known that the notice gave an indication of the applicant's credit rating and could then become abused by outside agencies.

17.6. It was thought that there would be no difficulty in the Social Services staff making direct contact with the Borough Treasurer's Assessment Section for obtaining all necessary information with the minimum delay.

17.7. It is recommended, therefore, that initially coding notices be not provided but be further considered in the light of experience.

17.8. To ease administration the Social Services staff would ask to see the applicant's notice of rent allowance as this would contain a reference which would speed up the process of obtaining the necessary information.

Confidentiality of Information

17.9. Concern had been expressed and a lot of misgivings had arisen at the suggestion that personal details and information were to be "stored in a computer".

17.10. The Working Party felt that if any information was withheld and only those cases to be put on permanent record were those which have the authority of the individual, a centralised index would be impracticable.

17.11. The storing of information could be to the advantage of a member of the public involved and it was felt that this point could not be overstressed.

17.12. Whilst it might be possible to maintain a manual central index, it would be wasteful in staff time and would not be making full use of the computer.

17.13. Access to the computer information was far more restricted than a manual system, and provided normal operating safeguards were maintained, there was little danger of leakage to unauthorised sources.

17.14. The Working Party felt that the form of application should state that the information supplied would be confidential but could be used with the applicant's consent when he/she requested the use of other assessed services, and the form would be drafted accordingly.

17.15. It is recommended that a central index be maintained by use of the computer.

8. PUBLICITY

18.1. The Working Party considered that the main purpose of publicity was to make known to the general public not only that the various services were available but that in cases of need charges might be reduced.

18.2. On the other hand it needed to be said that there was a danger of over-publicity which could result in producing a demand which could not be met from existing resources.

18.3. Generally, the multi-use of services is lower than could be expected and present publicity appeared not to be reaching or understood by persons to whom it mainly applied, e.g. applicants for rent allowances had fallen far short of the anticipated numbers.

18.4. Various methods of publicity were considered and it was felt that a combination of the following three methods would reach the people at which this publicity was aimed.

18.4.1. Use of one page in the Hammersmith News detailing the services and illustrating the charges and the reduction of charges that could apply in certain cases. This publicity would be included in the normal issue of the "News".

18.4.2. A special hand-out in order to direct the publicity to those most likely to have need of the abatement of charges. It is recommended that a leaflet giving a brief outline of the service provided be sent to every person to whom a rent allowance, rate rebate, or on assessed social service was granted the leaflet to be made available at all appropriate Council outlets.

18.4.3. The Working Party on the Chronically Sick and Disabled Persons Act 1970 were proposing to operate a total publicity campaign when each householder would be sent a personal letter and questionnaire with follow-up campaigns. This campaign was to be phased to ensure that adequate facilities were available to meet any possible demand and it would appear appropriate to include publicity of services and assessments in this general distribution.

18.5. It is recommended that these methods of publicity be employed. It was accepted, however, that a more comprehensive system of communication would be required.

19. IMPLEMENTATION

19.1. It would appear desirable to have a uniform date from which these new scales could operate and the earliest practicable date, having regard to the computer programme, would be 1 November 1973.

19.2. In order, however, to enable the social services to issue and complete forms in those cases where the central index has no record and to review existing assessments, it is thought that a further period of two months would be required, making 1 January 1974 the most appropriate date.

20. WAIVING OF CHARGES

The Working Party were of the opinion and considered it necessary to maintain the authority of the Director of Social Services (and Director of Health Services until 1 April 1974) to be able to waive or abate charges as circumstances might warrant.

21. SUMMARY OF RECOMMENDATIONS

The appropriate committees are asked to consider the following recommendations.

21.1. Retention of the present methods of assessment in the following cases:-

1. Portable Home Aids and Gadgets (Para. 6.2.1.)
2. Fixed Home Aids and Works of Adaptation (Para. 7.1.)
3. Extra Nourishment (Para. 7.2.)
4. Crèches (Para. 7.3.)
5. Welfare Homes (Para. 7.4.)
6. T.B. Hostels (Para. 7.5.)
7. Mental After Care (Para. 7.6.)

21.2. That no assessments be made in respect of Holidays for the Elderly, Handicapped and Blind, but that a flat charge be made in accordance with the procedure as set out in para. 6.2.7.

21.3. That no charge be made for recuperative holidays.

21.4. That a comprehensive procedure be adopted for Day Nursery, Home Help and Children in Care Services in accordance with the scales as set out in Appendix A and B.

21.5. That there should be a minimum daily charge of 15p in respect of Day Nurseries (Para. 9.6.).

21.6. That the application of income in the case of the provision of multi-services be in accordance with para. 15.

21.7. That the central index be set up as para. 17.

21.8. That publicity be arranged in accordance with the details as shown in para. 18.

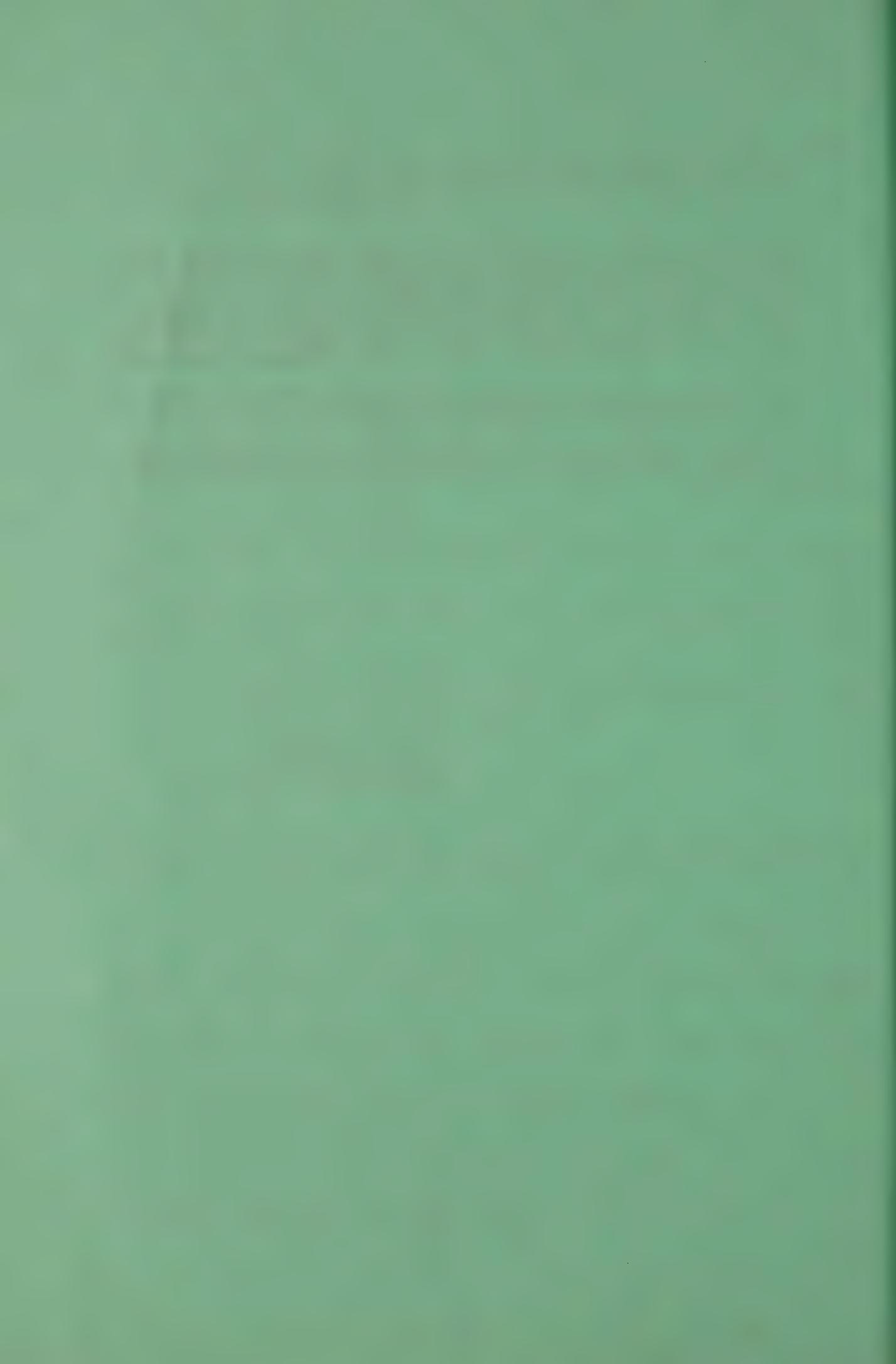
21.9. That the revised scales and central index be put into operation with effect from 1 January 1974.

22. ACKNOWLEDGEMENTS - All members of the Working Party felt that the questions raised represented some of the most difficult and complex problems that they had faced in Local Government. Solutions could not have been found without the clear headed guidance and immense painstaking research on detail carried out by the Officers concerned.

Accordingly, we wish to take the unusual step of naming the Officers principally concerned who were:

Mr. J.W. Reader, Mr. R.A. Ford and Mr. F.M. Hildreth and to thank them and the other officers who serviced the Committee.

B.J. STEAD
CHAIRMAN.



APPENDIX 'A'HOME HELPS AND CHILDREN IN CARE - WEEKLY CHARGE

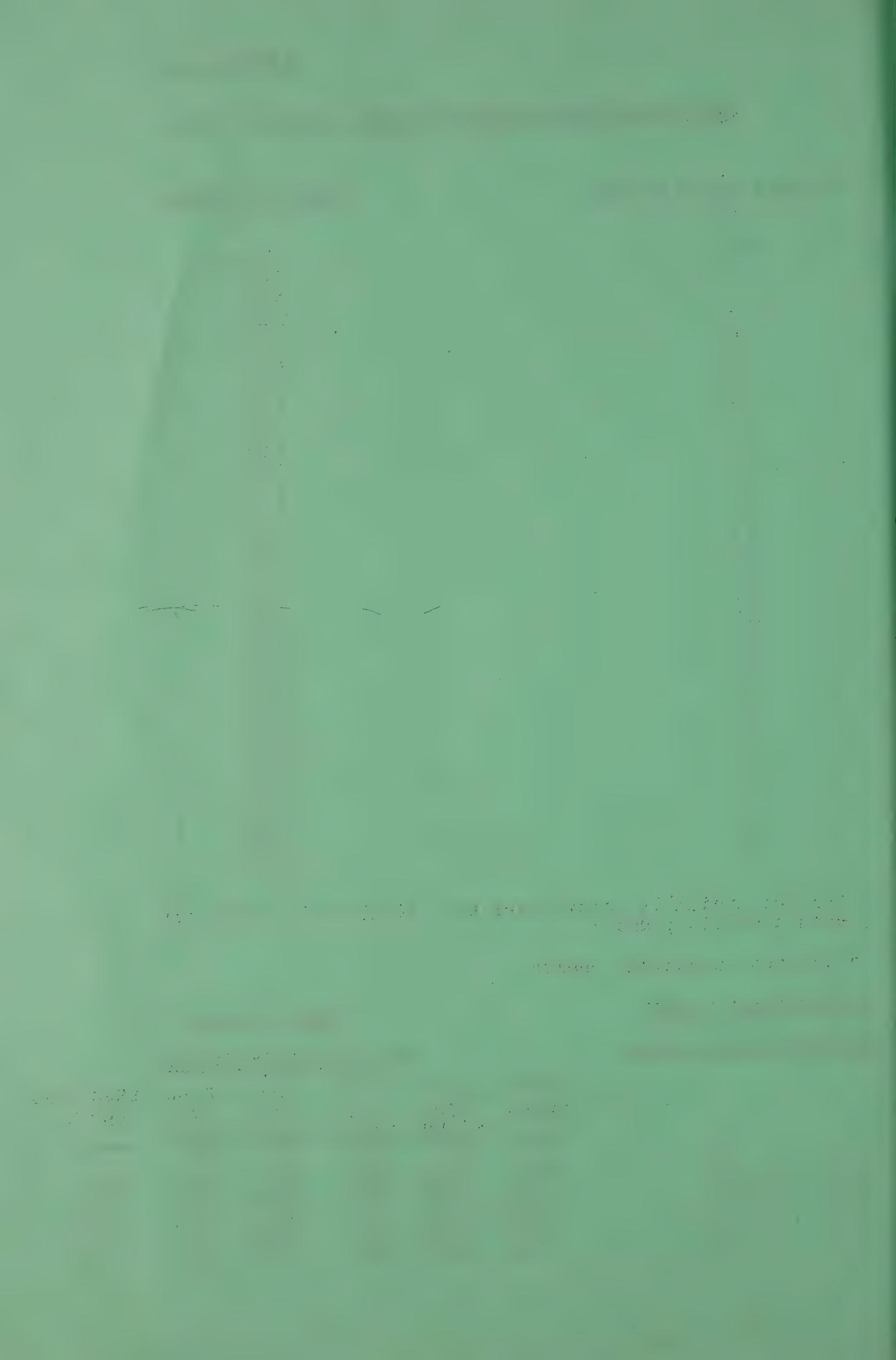
<u>NET AVAILABLE INCOME</u>	<u>CHARGE PER WEEK *</u>
£	£ p.
NIL	NIL
1	0.25
2	0.52
3	0.81
4	1.12
5	1.45
6	1.80
7	2.15
8	2.50
9	2.85
10	3.20
11	3.55
12	3.90
13	4.25
14	4.60
15	4.95
16	5.30
17	5.65
18	6.00
19	6.35
20	6.70
21	7.05
22	7.40
23	7.75
24	8.10
25	8.45
26	8.80
27	9.15
28	9.50
29	9.85
30	10.20

For net available income over £30, £0.35 to be added for each complete pound.

* Subject to maximum charge

INTERMEDIATE STAGESWEEKLY CHARGENET AVAILABLE INCOME

	UP TO £1.00	£2.00	£3.00	£4.00	£5.00 AND ABOVE
	£0.99 TO	TO	TO	TO	TO
	£1.99	£2.99	£3.99	£4.99	
£	£	£	£	£	£
0.01 to 0.19	NIL	NIL	NIL	NIL	NIL
0.20 to 0.39	0.05	0.05	0.06	0.06	0.07
0.40 to 0.59	0.10	0.11	0.12	0.12	0.13
0.60 to 0.79	0.15	0.16	0.17	0.19	0.20
0.80 to 0.99	0.20	0.22	0.23	0.25	0.28



APPENDIX BDAY NURSERIES - DAILY CHARGE

<u>NET AVAILABLE INCOME</u>	<u>CHARGE PER DAY</u>
£	£ p
NIL	0. 15
1	0. 20
2	0. 25
3	0. 31
4	0. 37
5	0. 44
6	0. 51
7	0. 58
8	0. 65
9	0. 72
10	0. 79
11	0. 86
12	0. 93
13	1. 00
14	1. 07
15	1. 14
16	1. 21
17	1. 28
18	1. 35
19	1. 42
20	1. 49
21	1. 56
22	1. 63
23	1. 70
24	1. 75
	MAXIMUM

INTERMEDIATE STAGESDAILY CHARGENET AVAILABLE INCOMENET AVAILABLE INCOME

	<u>UP TO £1.99</u>	<u>£2.00 TO £3.99</u>	<u>£4.00 AND ABOVE</u>
£	£	£	£
0.01 to 0.19	NIL	NIL	NIL
0.20 to 0.39	0.01	0.01	0.01
0.40 to 0.59	0.02	0.02	0.03
0.60 to 0.79	0.03	0.04	0.04
0.80 to 0.99	0.04	0.05	0.06

ADDENDUM

Following the announcement of increases in needs allowance, effective 1st October, amendments to Paragraph 14.7 have had to be made.

1. Paragraph 14.7 of the report shows the estimated loss that would arise by implementing the increased needs allowance figures which were operative from the 28th April, 1973. These were gross figures and no regard was given to possible increases in applicant's income.
2. Further increases in needs allowances have been announced and the estimated loss that would occur through the implementation of these new allowances based upon the same sample cases and taking no account of increases in applicant's income would be £10,200.
3. In the intervening period both the applicants themselves and their income will have changed. Therefore the sample of cases has been updated and the results examined. It is evident that the needs allowance is increasing at a much greater rate than applicants income since October, 1972. The allowance for a single person has increased by 47.6% for a married couple 40.7% and the child allowance by 9.1%. Increases in income on reassessment have on average ranged from 6% in the case of the Home Help and Children in Care and 9% in the Day Nursery service in the six months between assessments.
4. Having regard to these facts, it is estimated that the loss of income from the revision in assessment scales based upon the needs allowance at 1st October 1973, will amount to £6,100 made up as follows:-

<u>Service</u>	<u>Loss of Income</u>	
Home Helps	£3,100	NB This would be reduced reduced to £2,100 if the maximum hourly charge of 65p is applied.
Children in Care	-	NB After applying new maximum rates.
Day Nursery	<u>£3,000</u> <u>£6,100</u>	

5. This is regarded as a maximum figure, the actual may well be less as the sample incomes do not take account of the revision in pensions etc. due in October and wage increases during the remainder of the year.

London Borough of Hammersmith
Working Party Report on Assessment Charges
August, 1973

